



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
WASHINGTON, DC

14 Sep 04

MEMORANDUM FOR ALL 13S OFFICERS

FROM: HQ USAF/XOSO
1480 Air Force Pentagon
Washington D.C. 20330-1480

SUBJECT: 13S Development Team (DT) August 04 Meeting Minutes

1. The DT met at the Air Force Personnel Center (AFPC) from 10-12 Aug 04 to forward IDE/SDE nominees to the Developmental Education Designation Board (DEDB). DT members were HQ AF, AFSPC, AETC, AFPC, 14AF, 20AF, and NRO. Over 320 officers were nominated for IDE and SDE. The DT scored all nominees and created a rank-ordered list. The DT was given a quota of nominees that could be forwarded to the DEDB. All nominees forwarded to the DEDB will be a Primary or an Alternate in CY05.
2. The DT was directed to forward all nominated 3rd year IDE Selects. This amounted to a significant portion of the quota. This was an anomaly and the number will not be as high in the future. 3rd year IDE Selects came from the 91 and 92 year groups and the promotion board selection rate for these groups was higher than 20%. For SDE, last year Selects, if nominated, were forwarded. There were very few last year Selects as there is a 4-year window to be selected for SDE vice a 3-year window.
3. The primary tools used to score each nominee were: official records, web-based 3849, SURF, and T-ODP. Officers were scored similar to promotion boards and adjusted to account for 3rd Year IDE Selects. The list of officers to be forwarded to the DEDB was compiled, and school recommendations were given for each individual on the list. These recommendations were based upon the needs of the AF, the needs of the 13S career field, the commander's input, the desires of the individual, and comprehensive discussion from the board members using the SURF, 3849, and T-ODP.
4. This was a significant change to the way officers have been selected for DE. Given that, the DT made several observations and they provide the following feedback:

Feedback to Senior Raters:
 - Complete web-based 3849s are essential; individual's rating are useful
 - Percentages are OK but avoid overuse such as "Top 8% of 48" which equates to Top 3 of 48!
 - Overuse of the qualifier "#1." Stratification with a denominator (e.g. #2 of 20 candidates) sends a stronger message than "My #1 Space Control Expert"
 - Don't hide stratification in the middle of the OPR
 - Don't hide significant accomplishments (e.g. actions while deployed) in the OPR

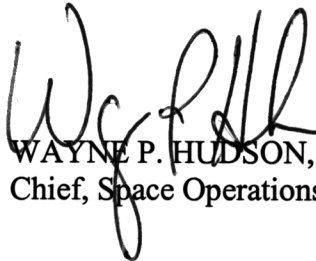
- #1 **Candidate** should have appropriate PME done if in last year of eligibility - competition is tough; it is to their benefit
- School recommendations should be equal to the individual's record and not what the individual wants. For example, a candidate who only lists "National War College." The DT expects two slots for NWC this year
- Losing Senior Rater should coordinate with gaining Senior Rater before nominating an officer for DE. A nomination means a Senior Rater is willing to lose that officer to school. Deferments will now be the exception rather than the rule.

Feedback to Individuals:

- Check your record - some records were missing OPRs for over 2 years!
- Do your PME - it will make you more competitive!
- Be realistic when filling out 3849s
- Careful with statements that can be interpreted negatively e.g. "If selected for National War College, I will go"

5. The next DT meeting is tentatively scheduled for Nov 04. The DT will review officer SURFs and T-ODPs to vector graduating squadron commanders, IDE/SDE graduates and officers on the Summer VML. This review will include over 500 officers. It is imperative to have a current T-ODP on file if you are an officer in one of these 3 categories.

6. The meeting adjourned at 1700 on 12 Aug 04. If questions or comments on these minutes, please contact Maj Tim Murtha, DSN 223-3693, timothy.murtha@pentagon.af.mil or Maj Liz Roper, DSN 223-3695, Elizabeth.roper@pentagon.af.mil.


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